

**UPPER BEAR RIVER DISTRIBUTION SYSTEM
ANNUAL MEETING
MINUTES**

JANUARY 25, 1996

The meeting was called to order at 3:10 p.m. Blair Francis chaired the meeting and asked Glen Thomson to read the minutes of the 1995 annual meeting. One correction was made and the minutes were approved by the water users (no record of who moved and seconded).

Blair asked Lee Sim to review the financial report for 1995. There was some discussion about the delinquent assessments. Clark Willis has been working with the State Engineer's Office to get the Elijah Willis account taken care of. It appears that all delinquent accounts might be paid this year. Sim Weston came and took over as chairman of the meeting. Glen Thomson moved to accept the financial report and Sterling Rex seconded. Motion passed.

Ron Hoffman gave the commissioner's report. He needs a recorder on the Francis Lee Canal. He reviewed the major diversions. The Dykens canal needs a foot bridge. The measuring devices on Woodruff Creek are very much improved. It was a very good water year and all the systems operated well. Measuring flumes are still needed on Otter Creek. Because of the note in the minutes about a water user agreement, Sterling Rex asked if the devices still needed to be installed on Otter Creek. Lee Sim and Bob Fotheringham explained that the devices need to be installed unless all the water users sign a stipulation that they did not want them and agreeing how the water should be divided. The letter from the State Engineer requiring the measuring devices is still in force.

Ron went over how the records are kept. A star by the flow in the annual report indicates that Ron visited the gage that day. Ron kept track of the time he spent on the distribution system in 1995 for each part of the system:

Bear River	260.5 hours
Woodruff Creek	200 hours
Otter Creek	191 hours
Meadowville	15 hours

This was a good water year and not as much effort was needed by the commissioner. Blair Francis made a motion to accept the commissioner's report and Sterling Rex seconded. The motion passed.

The budget for 1996 was discussed next. The commissioner's salary was increased to \$7812 so that Ron could stay on the retirement program (there is a cost of living adjustment in the minimum required salary each year). Social security and retirement were adjusted accordingly. The retirement line item for 1996 also includes the amount budgeted for 1995. For some reason, the money was not put into Ron's retirement account in 1995. Lee will work to see if it can be paid this year. The equipment and supplies expense was increased to \$4500 to pay for some equipment purchases made in 1995 but not yet billed. It was discussed that the distribution system pays for all the health insurance cost for the commissioner because the commissioner salary has been reduced to cover half the cost. This should not be a question in future years. The total of the budget line

items for 1996 was \$21,185. Blair Francis moved to set the 1996 budget at \$21, 185 and to keep the assessment at \$14,858. Glen Thomson seconded the motion and the motion passed.

Wes Tingey moved to recommend Ron Hoffman as the commissioner for 1996 and Blair Francis seconded, the motion passed.

Wes Tingey made a motion that each diversion should be responsible for the cost of installing and maintaining their own measuring devices. Blair Francis seconded the motion and the motion passed.

There were no changes to the distribution system committee. The meeting adjourned at 4:45 p.m.